



Embassy of the of United States of America

Consular Section, American Embassy
Madani Avenue, Dhaka-1212, Bangladesh

Please bring the **ORIGINAL** and **PHOTOCOPIES** of birth, marriage, divorce, death and police certificates to your interview. One photocopy is needed for each applicant. We will keep the photocopies and return the originals. If ANY DOCUMENT or any legible photocopies are not brought to the interview, the applicant will be rescheduled on another day. Also bring photocopies of any other documents you wish to have returned (such as original tax documents). Any documents (except evidence of relationships) submitted to the Embassy in connection with an application become property of the Embassy and will not be returned. Please do not bring any CDs, VCDs, DVDs, Video Cassettes, cameras or cell phones. You are not allowed to carry any of these items into the Embassy for security reasons. For all documents not originally issued in English, the original Bangla version as well as an English translation must be submitted to the consular section. Please bring the following documents at the time of interview:

- ☐ **PASSPORT:** Every intending immigrant must have a valid passport regardless of age. The passport must have at least eight months validity beyond the issuance date of the visa.
- ☐ **PHOTOGRAPHS:** Please see attached photo instruction sheet and bring 2 Immigration/DV photos for each applicant.
- ☐ **APPLICATION FOR IMMIGRANT VISA AND ALIEN REGISTRATION FORM (DS-230 Part I and II):** Each applicant should completely fill out the attached forms.
- ☐ **REGISTERED BIRTH AND DEATH CERTIFICATES:** For detailed information please see attached.
- ☐ **MARRIAGE CERTIFICATES:** For detailed information please see attached.
- ☐ **DIVORCE DOCUMENTS:** For you and/or your spouse, if applicable. These documents must be original or certified copies from any U.S. court or registered Kazi office.
- ☐ **MEDICAL REPORT:** After receiving appointment letter, applicants can get their medical test done at their own convenience. For more information on medical report please see attached instruction.
- ☐ **AFFIDAVIT OF SUPPORT:** An original I-864 Affidavit of Support (AOS) is required from the petitioner for each immigrant visa applicant. Additional Affidavits from other individuals ("joint sponsors") may be submitted if the petitioner does not earn enough. An original copy of a notarized INS form I-134 is required for employment categories (skilled and unskilled) from the company for the principal applicant. An I-864 will be required in all follow-to-join cases from the family member in the United States. **If your petitioner has already submitted it to NVC, you do not need to bring it again.**
- ☐ **INCOME TAX RETURNS:** AOS's should be accompanied by copies of U.S. federal income tax returns and supporting W-2 forms for the year on which the Affidavit of Support was executed, current employment letter(s), pay stubs and relevant bank statements.
- ☐ **EVIDENCE OF FAMILY RELATIONSHIP:** Please bring wedding and/or family pictures, letters, etc. as evidence of the claimed relationship as well as a clear photocopy of the petitioner's current photo I.D. (passport or US driver's license). If you cannot present convincing proof of the relationship between petitioner and beneficiary, your case will be significantly delayed or a DNA test may be requested.
- ☐ **POLICE CERTIFICATES:** For detailed information please see attached.
- ☐ **FEES:** **If your agent has already paid the visa processing fee in U.S.A, you do not need to pay again.** If the agent has not paid the fees each immigrant visa applicant must be prepared to pay the visa processing fee of US \$380 (or equivalent Taka). If you have paid US \$335 then you must be prepared to pay the difference of fee US \$45 (or equivalent Taka). The fee will be collected on the day of the interview. Only cash (US Dollars or BD Taka) is accepted.
- ☐ **ADDITIONAL PROCESSING QUESTIONNAIRE:** Each visa applicant aged 16 or over need to complete the ADDITIONAL PROCESSING QUESTIONNAIRE provided in this package. Please follow the instructions provided in the form.

Warning: The consular section investigates cases of suspected fraud. **Those cases that contain fraud will result in applicants being found ineligible for life.** If you have information about malfeasance or fraud in the Consular Section, please contact the Regional Security Officer (RSO) at telephone 8855500 or by fax at 8824449.

PLEASE DO NOT STAPLE OR FOLD ANY DOCUMENT